

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: CHAIR AND BOARD MEMBERS
FROM: TRACY VERA, BUYER, FINANCE DEPARTMENT
SUBJECT: APPROVAL – SECOND AMENDMENT TO GENERAL SERVICES
AGREEMENT F002525 FOR BIOSOLIDS HAULING SERVICES

AGENDA ACTION: MOTION

RECOMMENDATION

It is recommended by Santa Rosa Water and the Finance Department that the Board of Public Utilities, by motion, approve the Second Amendment to General Services Agreement F002525 for a one-year extension and increase in compensation for biosolids hauling services with Poncia Fertilizer, Inc., Cotati, CA in the amount of \$765,326.05 for a total cumulative amount not to exceed \$2,235,756.05.

EXECUTIVE SUMMARY

Biosolids hauling services consist of hauling approximately 35,000 tons of dewatered biosolids produced by the Laguna Wastewater Treatment Plant (LTP) to a variety of reuse sites and a local refuse location annually. The current hauling contract will expire on December 31, 2024.

BACKGROUND

LTP currently relies on three beneficial management options for biosolids that are produced at the wastewater treatment plant: Land Application, alternative daily landfill cover, and the Lystek facility located at the Fairfield-Suisun Wastewater Treatment Plant. For the land application program, the City has contracts with seven (7) farmland site owners/users who use biosolids as a soil amendment. The City also spreads biosolids on four (4) City-owned farms. All of these locations are held to Federal 503 and/or State General Order regulations which include strict limits on the amount and time of year that biosolids may be land-applied. All private and city-owned lands are limited to accepting biosolids from May through October. Additional amounts of biosolids produced at LTP from November through April are stored at the Alpha Farm Biosolids Storage Facility for land application during the months of May through October. From November through April, the City also sends a minimum of 11,000 wet tons annually to the Lystek facility located at the Fairfield-Suisun Wastewater Treatment Plant. Landfill Alternative Daily Cover is the backup option for the City when the above

APPROVAL – SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT
F002525 FOR BIOSOLIDS HAULING SERVICES PAGE 2 OF 3

options are not viable due to capacity or time constraints. All of the above options require trucking biosolids in specialized, large-capacity trucks.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

On November 3, 2022, the Board approved General Service Agreement (GSA) F002525 for a one-year period, with four one-year renewal options in the amount of \$725,395.

On October 19, 2023, the Board approved the First Amendment to GSA F002525 for a one-year extension and an increase in compensation in the amount of \$745,035 for a total cumulative amount not to exceed \$1,470,430.00.

ANALYSIS

On September 24, 2024, Purchasing received a one-year extension proposal with a 3% increase in unit price. Poncia Fertilizer, Inc. states they have incurred increased costs in insurance, wages, and fuels. Consumer Price Index (CPI) for All Urban Consumers San Francisco-Oakland-Hayward, CA CUURS49BSA0 shows a 2.36% increase and CUUR0000SETE for motor vehicle insurance shows an increase of 12.45% from October 2023 to August 2024.

Based on the current CPI index and information provided, staff deems the increase reasonable and, therefore, it is in the City's best interest to extend the Agreement for one year. Poncia Fertilizer, Inc. continues to provide satisfactory delivery services.

Under the City's Contract/Purchase City Code 3-08-110(A) Award Authority, this amendment requires approval by the Board of Public Utilities.

FISCAL IMPACT

Funds for this operational expense have been allocated in the fiscal year 2024-25 budget Water Department Operational Key number 130807-5321 and will be included in future Water Department budgets for subsequent years as approved by Council.

ENVIRONMENTAL IMPACT

This action is exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

APPROVAL – SECOND AMENDMENT TO GENERAL SERVICES AGREEMENT
F002525 FOR BIOSOLIDS HAULING SERVICES PAGE 3 OF 3

NOTIFICATION

Not applicable.

ATTACHMENTS

Attachment 1 – Second Amendment to GSA F002525

PRESENTER

Zach Kay, Biosolids Coordinator
Jennifer Myles, Acting Purchasing Agent